

# INFORMATION BULLETIN

## WORKFORCE INVESTMENT ACT

Number: WIAB99-25

Date: June 29, 2000

Expiration Date: 6/30/01  
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TO: LOCAL WORKFORCE INVESTMENT AREAS  
CHIEF ELECTED OFFICIALS  
CALIFORNIA WORKFORCE INVESTMENT BOARD STAFF  
WID STAFF  
JTPD PROGRAM OPERATORS

SUBJECT: REVISED VETERANS' WORKFORCE INVESTMENT PROGRAM  
SFP

**Note:** This information bulletin replaces WIAB99-18, dated June 16, 2000. Revisions were made on pages 9, 13, 15, 17, and 21.

This information bulletin announces the release and transmits a copy of the Workforce Investment Act (WIA) of 1998, Section 168, Veterans' Workforce Investment Program (VWIP) Solicitation for Proposal (SFP) for Program Year 2000-01. Interested parties are invited to submit proposals. It is proposed that this SFP will be valid for two years subject to the availability of funds.

This SFP is based on the WIA, Section 168, VWIP, and the Department of Labor (DOL), Veterans' Employment and Training Service Solicitation for Grant Application (SGA) guidelines for operation of the program. The WIA is available for viewing on the EDD Web site, <http://www.edd.cahwnet.gov/>, and the SGA is available for viewing on the DOL Web site, <http://www.dol.gov/dol/vets>. If you are unable to access the SGA or WIA via the Internet, you may contact Luis Hermosillo, Research Evaluation, and Demonstration Projects Division (REDPD) Special Projects Unit, at (916) 654-5416 for a copy.

We are sending this SFP out to solicit projects to be funded with federal VWIP funds for which the Employment Development Department has applied. It is anticipated that projects will be funded for operations as soon as possible, after July 1, 2000, subject to the availability of funds.

Due to time constraints, a formal bidder's conference will not be held. If you are interested in obtaining an SFP package, you may do so in the following three ways:

1. Telephone Luis Hermosillo at (916) 654-5416.
2. Send a written request to:  
Attention: Luis Hermosillo  
Research, Evaluation, and Demonstration Projects Division  
Employment Development Department  
P.O. Box 826880, MIC 69-1  
Sacramento, CA 94280-0001
3. Send electronic mail to: [lhermosi@edd.ca.gov](mailto:lhermosi@edd.ca.gov)

Please refer questions to Luis Hermosillo at (916) 654-5416 or your program manager. As stipulated in the SFP, late proposals will not be considered for funding. Proposals are due by 5:00 p.m. on July 14, 2000.

/S/ JIM CURTIS

Chief

Research, Evaluation, and Demonstration Projects Division

On-line forms available on the Internet:

1. [Forms Supplement](#)
2. Single On-Line Forms:
  - [Cover Page](#)
  - [Signature Page](#)
  - [Narrative Outline](#)
  - [Quarterly Performance and Enrollment Goals](#)
  - [Project Line Item Budget](#)

**WORKFORCE INVESTMENT ACT  
VETERANS WORKFORCE INVESTMENT PROGRAM  
SOLICITATION FOR PROPOSAL PROGRAM YEAR 2000/01**

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# **VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL (SFP)**

## **I. PURPOSE**

Proposals are being accepted for the Workforce Investment Act (WIA) of 1998, Section 168, Veterans' Workforce Investment Program (VWIP), beginning after July 1, 2000, and ending June 30, 2001. Funding for a second Program Year (PY) 2000-2001, is also subject to the availability of funds. Proposals submitted in response to this SFP should demonstrate a need for augmented services to address targeted veterans' barriers to employment in the applicant's geographical area. Proposals must reflect strong coordination between local veterans' service providers, the Workforce Investment Areas/Boards, One-Stop partners, and the Employment Development Department (EDD) Job Service Office. A "VWIP Planning Cycle" timeline has been included in this information bulletin for your information.

## **II. OVERVIEW**

In recognition of the special training needs of veterans attempting to compete for jobs in the civilian labor market, VWIP provides specific funding for assisting and training qualified veterans for employment. For PY 2000-01, California has applied for VWIP funds as a statewide grant. Although the federal government does not require a match, California is requiring an equal dollar match at the local level.

The State has developed the following criteria for the PY 2000/01 VWIP:

### **A. Maximum VWIP Award**

The maximum VWIP award is \$100,000. Requests for awards of over \$100,000 will be scored but not considered for funding above the \$100,000 maximum award.

### **B. Target Priority Group**

The Department of Labor (DOL) requires that state WIA administrative entities target four priority groups. Veterans served by VWIP resources must be in at least one of the priority groups listed below. For the purpose of this SFP, the term "veteran", as defined in Title 38, United States Code (U.S.C.), Part I., Chapter 1, Section 101, [previously Title 29 U.S.C., Chapter 1503 (27)(A)], refers to a person who served in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.

The target priority groups for this SFP are as follows:

**1. Service-Connected Disabled Veterans**

- a. Veterans who are entitled to compensation under laws administered by the Department of Veterans' Affairs, or
- b. Individuals who were discharged or released from active duty because of a service-connected disability.

**2. Recently-Separated Veterans**

Veterans who apply for participation in a WIA VWIP funded activity within 48 months after separation from military service.

**3. Campaign Veteran**

Veterans that served on active duty in the United States armed forces during a war or in a campaign or expedition for which a campaign badge has been authorized. (A list of the Wars, Campaigns and Expeditions can be found at the Office of Personnel Management Web site <http://www.opm.gov/veterans/html/vgmedal2.htm>).

**4. Veterans with Significant Barriers (Special Consideration Criteria for PY 2000/01)**

Veterans who apply for participation in a WIA VWIP funded activity with significant/multiple barrier(s) to employment.

Applicants are encouraged to focus on those veterans who, based on local assessment, are determined to be most in need and have significant barriers to employment. Client's served may include economically disadvantaged, welfare and/or public assistance recipients, youth, female, homeless, African-American, Hispanic, Native American, and other minority veterans who meet the VWIP eligibility requirements. Proposals with special efforts to provide training and services to these veterans must still meet the DOL targeted priority groups.

**C. Purpose of Funding**

Title I VWIP funds will be used to conduct allowable activities as defined in the DOL SGA, and will:

1. Leverage the use of VWIP funds by building upon the local existing employment and training system.
2. Foster coordination with existing local services provided by EDDs Disabled Veterans Outreach Persons (DVOP), Local Veteran Employment Representatives (LVER) and other One-Stop service providers.
3. Promote veteran participation in programs administered by LWIAs/LWIBs, One-Stop Centers, and other existing training providers.

### **III. SCOPE OF WORK**

VWIP project operators will act as catalysts in preparing targeted veterans for employment and training activities at the local level. Veterans who require services may receive counseling (including financial), vocational assessment, labor market information, training, job finding, and job retention skills. Regardless of whether a veteran enters training provided by WIA or other resources, supportive services will continue as necessary and allowable. Follow-up on all placements at 90 and 180 days is a project requirement, and will be provided in coordination with the local DVOP and LVER. VWIP funds shall not be used to duplicate the outreach and placement activities of DVOP and LVER personnel. However, project operators are not prevented from undertaking other recruitment endeavors that enhance existing efforts.

Service providers awarded under this SFP will collaborate and coordinate the following activities with local DVOP and LVER staff:

- Outreach and pre-enrollment assessment;
- Participant Employment Development Plan process;
- Referral to training of VWIP participants;
- VWIP placement activities, and
- Case management and follow-up services to VWIP participants after placement.

VWIP funded staff may provide job development and placement assistance to participants who are enrolled in training activities provided that it is done in coordination with DVOP/LVER personnel. A DVOP/LVER should be consulted prior to placing a VWIP participant in unsubsidized employment to ensure that there are no other openings which may be more suitable to the veteran's vocational and economic needs. Such a combined placement effort maximizes employment income and opportunities for veterans entering the job market.

### **IV. FUNDING CRITERIA**

The DOL and State of California guidelines have been developed to determine an organization's acceptability for funding.

#### **A. Federal/State Qualifying Criteria (general guidelines)**

1. Demonstration of an understanding of the employment and training problems and needs of targeted veterans in the geographic area to be served.
2. Demonstration of an understanding and implementation of the four mandatory program activities (Pre-enrollment Assessment, The Employment Plan (EDP), Core Training Activities, and Job Placement) required under the SGA.

3. Demonstration of local coordination and linkages with One-Stop partners, federal, state, DVOP/LVER staff, and other local municipal and community agencies.
4. Justification of the proposed services in the geographic area to be served.
5. Past performance and/or demonstrated capability to conduct and administer a project that ensures eligible veterans benefit to the maximum extent possible.
6. Demonstrate, on a quarterly basis, that clear, specific, achievable goals and objectives have been established for the local project, including number of participants to be served, trained (by training activity), and placed.
7. Realism and reasonableness of the planned approach for accomplishing proposed work.
8. Extent to which the project takes cognizance of the federal program's emphasis on training and placement of veterans with severe barriers to employment.
9. Cost effectiveness, including cost per placement.

**B. State Qualifying Criteria (specific criteria)**

The State has established the following criteria to target services more specifically and use funding effectively. Each proposal will be reviewed against these criteria and given a numerical score. Proposals will be funded in score order until all VWIP funds are exhausted. A review team will score all of the proposals. The high and low scores will be eliminated and the average of the remaining scores utilized for the final scores.

In case of a "tie" score, the review team's scores will be used to break the tie. The maximum score possible is 100 points. The specific criteria and points allotted to each area are as follows:

**Section A—STATEMENT OF NEED**

**(10 Points)**

- Is an understanding of the employment and training barriers experienced among eligible veterans who reside in the geographical area demonstrated? (10 points)

**Section B—TARGET PRIORITY GROUP**

**(10 Points)**

- Do Service-Connected Disabled veterans, Recently-Separated veterans, Campaign veterans and Veterans with significant barriers to employment comprise 100 percent of the project participants? (10 points)

**Section C—GOALS AND OBJECTIVES****(5 Points)**

- Are the goals clear? (3 points)
- Are the objectives realistic? (1 point)
- Are the objectives quantifiable? (1 point)

**Section D—PROGRAM DESIGN AND GOALS****(20 Points)**

- Does the proposal indicate utilization of DVOP and LVER staff for pre-enrollment assessments? (5 points)
- Does the proposed EDP plan indicate the process used to document the abilities, barriers, and needs of each participant and ensure appropriate services are provided? (5 points)
- Did the core training activities address the multiple barriers to employment of the target population by developing marketable job skills? (5 points)
- Do the proposed job placement and follow-up services indicate how the clients will enter and maintain gainful and meaningful employment to become economically self-sufficient? (5 points)

**Section E—PLANNED APPROACH****(15 Points)**

- Does it correlate with “STATEMENT OF NEED?” (2 points)
- Do planned approach/activities appear to be an effective response to the problem? (3 points)
- Are the implementation tasks clearly delineated and coordinated? (2 points)
- Is placement an objective of the project? (5 points)
- Is the placement rate (60 percent or higher) acceptable considering the participant population needs and local labor market limitations? (3 points)



**Section F—COORDINATION WITH EXISTING SERVICES (20 points)**

- Does project coordinate and link with WIA One-Stop partners and other local services?(10 points)
- Does project effectively link with and utilize DVOP/LVER? (10 points)

**Section G—STATEMENT OF CAPABILITIES (10 points)**

- Does applicant have previous employment and training experience? (3 points)
- Does the applicant demonstrate previous success in the employment and training of veterans by meeting or exceeding goals? (7 points)

**Section H—PROJECT LINE ITEM BUDGET (10 points)**

- Will the funds, if awarded, leverage other funds and consider fund utilization and spending authority limitations, and still stay within the 10 percent or less VWIP administrative funds limit? (10 points)

**TOTAL POINTS POSSIBLE 100 points**

**C. Project Operators**

Proposals from project operators with previous PY unresolved monitoring or audit findings, may not be considered unless it is evident that the project operator is in good faith working to a timely resolution.

**V. HOW TO APPLY**

**A. Format Requirements**

The application shall be submitted in the format described below. Proposals exceeding six pages of narrative will not be scored nor considered for funding. Supporting documents may be referenced and will not be considered part of the six pages:

1. Submit six copies of each proposal. All copies must have the cover page (first page of the SFP), with two sets of original signatures.
2. Proposals must be signed (two copies with original signatures) by the organization's authorized signatory authority, the local One-Stop Center's

signatory authority, and the local Job Service Division Chief or designated representative.

3. Proposals will contain the following documents and not exceed twelve pages total:

- Cover Page (one page);
- Signature Page (one page);
- Narrative (six pages maximum, typewritten, single-spaced, ten point minimum font size);
- Quarterly Performance and Enrollment Goals (two pages), and
- Project Line-item Budget (two pages).

**B. Proposal Deadline**

All proposals are due **July 14, 2000**. If proposals are mailed, they must be postmarked not later than 11:59 p.m., July 14, 2000. If proposals are sent by courier, the receipt must be marked not later than 5:00 p.m., July 14, 2000.

**C. Where to Apply**

**Hand delivered proposals must be received by 5:00 p.m., July 14, 2000.** The address for hand delivery is as follows:

Research Evaluation Demonstration Projects Division  
Employment Development Department  
722 Capitol Mall, Room W1077  
Sacramento, CA 95814

**Mail delivery must be postmarked no later than 11:59 p.m., July 14, 2000.** The address for mailing is as follows:

Attention: Jim Curtis  
Research, Evaluation, and Demonstration Projects Division  
Employment Development Department  
P.O. Box 826880, MIC 69-1  
Sacramento, CA 94280-0001

**Courier services/overnight mail must be received by 5:00 p.m., July 14, 2000.** The address for courier services/overnight mail is as follows:

Attention: Jim Curtis  
Research Evaluation Demonstration Projects Division  
Employment Development Department  
800 Capitol Mall, MIC 69-1  
Sacramento, CA 94280-0001

**LATE PROPOSALS WILL NOT BE ACCEPTED**

## **VI. PROJECT LINE ITEM BUDGET/MATCHING FUND REQUIREMENT**

### **A. Matching Funds**

Project Line Item Budgets for individual proposals will be comprised of both VWIP funds and matching funds. Therefore, proposals must provide at least 100 percent of an allowable local match. Proposals submitted without an acceptable 100 percent local matching resource will not be reviewed. There are various sources of allowable matching funds.

1. Allowable matching funds may include the following:
  - a. Federal funds
    - 1) WIA funds
    - 2) Community Development Block Grant
  - b. Non-federal funds:
    - 1) State general funds
    - 2) County or city general funds
    - 3) Foundation funds
    - 4) Auditable in-kind contributions
2. Unallowable matching funds include the following:
  - a. Veterans Administration funds
  - b. Federal student financial assistance (PELL grants)
  - c. DVOP/LVER-specific funds
  - d. Veteran-specific funds

### **B. Maximum Award**

VWIP funding for individual projects will be limited to a maximum of \$100,000. The actual amount of the federal award will be tied to the amount of the local match. If the local match is \$40,000, then the maximum award in VWIP funding is \$40,000. Project Line Item Budget pages must reflect the amounts of total VWIP and matching resources in equal increments up to \$100,000. Local matching funds above the \$100,000 amount are encouraged.

### **C. State Resources**

As an added resource, an amount up to \$100,000 in State funds, upon availability of funds, will be made available for proposals in an amount equal to the requested VWIP funds. For example, if the proposal contains \$75,000 in VWIP funds, the proposal would be eligible to receive \$75,000 in State funds. The Project Line Item Budget and narrative must include the requested State funds.

<u>VWIP FUNDS</u>	<u>LOCAL MATCH</u>	<u>State*</u>	<u>TOTAL</u>
\$100,000	\$100,000	\$100,000	\$300,000
\$75,000	\$75,000	\$75,000	\$225,000
\$100,000	\$200,000	\$100,000	\$400,000

\*Must meet State WIA eligibility requirements in addition to VWIP requirements. State VWIP has a 10 percent limit on administration costs.

## VII. COMPUTER HARDWARE AND SOFTWARE REQUIREMENTS

The State's minimum computer hardware and software requirements are imposed for compatibility with the State Job Training Automation (JTA) system. In general, any computer capable of doing some type of UNIX-compatible terminal emulation can communicate with the JTA system. A microcomputer with software that does vt220 emulation and a vt220 terminal is recommended.

However, JTA project staff will provide assistance only for the three types mentioned below. A minimum of four megabytes of memory (RAM) is required to run the JTA system software.

### A. Personal Computers

Personal computers with terminal emulation capability must fall within three general categories:

1. Industry Standards Architecture (ISA) or Enhanced ISA (EISA)
2. IBM Micro-channel Architecture
3. Apple Macintosh with System 7.5.X or later

### B. Printers

Printers must meet one of the following two requirements:

1. Must be a laser printer that recognizes the **Hewlett-Packard** Printer Command Language and has both letter and legal size paper handling capability.

OR

2. Must be wide-carriage dot matrix printer which has the capability of printing at 10 pitch, 12 pitch and in condensed (minimum 16.66) pitch and which recognizes **Epson** or **IBM Proprinter** command sets **and provides a serial interface.**

## APPEAL PROCESS FOR THE SFP

The SFP appeal process is for those applicants who have been disqualified due to not meeting the minimum application requirements of the proposal. An appeal may not be filed if the disqualification is based on receiving the proposal after the exact time and date set for receipt of proposals. The Minimum Requirement consists of those items that must be met in order for the proposal to be forwarded for evaluation and scoring. Proposals meeting the minimum application requirements will be forwarded for evaluation and scoring. Final funding decisions cannot be appealed.

Proposal applicants will have ten (10) working days from the postmark date of the disqualification letter to file an appeal. The appellant must submit the facts in writing. The review will be limited to information provided in writing.

To be considered for review, the appeal must contain the following information:

- The full name, address, and telephone number of the appealing party.
- A brief statement of the reasons for appeal, including citations to the Solicitation for Proposal and any other pertinent documents.
- A statement of the relief sought.

The applicants must provide a copy of the appeal letter and the supporting documents to the WID at the same time the appeal is submitted to the Audit and Evaluation Division of the EDD Program Review Branch. The WID will have ten (10) working days to respond in writing to the appeal.

If the WID does not reverse the disqualification, the appeal will be reviewed by the Audit and Evaluation Division of the EDD. The Chief of the Audit and Evaluation Division will have thirty (30) working days to issue a final administrative written decision.

The review will be limited to determining whether the proposal met the minimum application requirements of the SFP.

The appeal must be in writing and submitted **to each** of the following:

Special Projects Unit  
Research, Evaluation, and Demonstration  
Projects Division  
Employment Development Department  
P.O. Box 826880, MIC 69-1  
Sacramento, CA 94280-0001

Audit and Evaluation Division  
Program Review Branch  
Employment Development Department  
P.O. Box 826880, MIC 76C  
Sacramento, CA 94280-0001

If, prior to the award of any subgrant which may result from this SFP, a timely appeal is filed against the awarding of a subgrant, the subgrant shall not be awarded until the appeal has been resolved, through due course, by EDD, State of California.

Written appeals should be sent to:

Attention: Jim Curtis  
Research, Evaluation, and Demonstration Projects Division  
Employment Development Department  
P.O. Box 826880, MIC 69-1  
Sacramento, CA 94280-0001

## **IX. FAILED PROCUREMENT**

The State reserves the right to reject any and all proposals when there are sound reasons in the best interests of the program.

# **VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL FORMS SUPPLEMENT**

## **Section A - General Information**

- Proposal is due by close of business **July 14, 2000**.
- Proposal will include the following documents and should not exceed twelve pages:
  1. Cover Page (one page);
  2. Signature Page (one page);
  3. Narrative (six pages maximum, typewritten, single-spaced, ten point minimum font size);
  4. Quarterly Performance and Enrollment Goals (two pages), and
  5. Project Line-item Budget (two pages).

Note: (Optional) Letters of endorsement or funding commitment (limit 2).

- Maximum VWIP request will be \$100,000.
- Local Matching Fund request must equal 100 percent or more of VWIP request.
- State Fund Match Request may not exceed the amount requested for VWIP.
- Coordination with DVOP and LVER must be described in proposal format.
- Proposal must include the following signatures:
  1. Organization authorized signatory authority
  2. One-Stop Manager
  3. Job Service Division Chief or designated representative

# VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL

Proposal No. \_\_\_\_\_  
(REDPD use only)

## Section B(1)-

## Cover Page

Research, Evaluation, and Demonstration Projects Division  
Employment Development Department  
July 1, 2000 through June 30, 2001

VWIP Funds Requested	\$ _____
State Match Funds Requested	\$ _____
Total Funds Requested	\$ _____
Local Matching Funds	\$ _____
Total Project Cost	\$ _____

Submitting Entity:	_____
Address:	_____
	_____
	_____
Contact Person:	_____
Telephone:	_____

Brief description of the proposed program (less than 100 words):



**VETERANS' WORKFORCE INVESTMENT PROGRAM  
SOLICITATION FOR PROPOSAL**

**Section B(2) -**

**SIGNATURE PAGE**

**REQUIRED SIGNATURE FOR THE SUBMITTING ENTITY**

Authorized Signature:

\_\_\_\_\_

Typed Name of Authorized Signatory:

\_\_\_\_\_

**ONE-STOP CENTER REVIEW**

Authorized Signature:

\_\_\_\_\_

Typed Name of Authorized  
Administrator:

\_\_\_\_\_

**JOB SERVICE REVIEW**

Authorized Signature:

\_\_\_\_\_

Typed Name of Authorized  
Local Job Service Division Chief  
Designated Representative

\_\_\_\_\_

06/01/00

# VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL

## Section C -

## NARRATIVE

The format of the proposal narrative must be structured as follows and may not exceed six single-spaced, ten-point font typewritten pages. Relevant supporting documents may be attached. These will not be considered as part of the six pages.

1. **Statement of Need:** Describe the specific need in the local area that will be addressed by the proposal. Include the geographic parameters, unemployment rate, number of veterans in the local population (and the source of this data), local economic conditions (major employers, industry, etc.), and future employment trends (again, cite data source).
2. **Target Priority Group:** Identify the eligible veteran group(s) to be served, i.e., Service-Connected Disabled veterans, Recently-Separated veterans, Campaign veterans and Veterans with Significant Barriers. Clearly state the needs of the groups to be served and define any special problems to be addressed. Provide information and data to support the problems/needs of the target group(s).
3. **Goals and Objectives:** Refer to Section D, a required form entitled Quarterly Performance and Enrollment Goals.

Note: No narrative is required. This form reflects performance goals, quarterly activity objectives and enrollment objectives by target group and funding source.

4. **Program Design and Goals:** This section should clearly define the four program activities, i.e., Pre-enrollment Assessments, Employment Development Plans for clients, Core Training for eighty percent (80%) or more of the clients, and Job Placement and 90 and 180 day Follow-up Services for all clients in your implementation plan.
5. **Planned Approach:** In preparing this section of the proposal narrative, you should keep in mind that there should be a direct relationship between the "Statement of Need" and the "Planned Approach". This section should describe what, how, who, when, and where. Describe all aspects of the approach, including discussion of at least the following factors:
  - Identify and describe the specific training activities which will be implemented, e.g., on-the-job training, classroom training, customized training, etc.;
  - If supportive services are proposed, identify the formula or procedure which will be used, and provide rationale, and
  - Project beginning and ending date (limited to July 1, 2000 – June 30, 2001).

6. **Coordination with Existing Services:** Identify and explain any proposed linkages with other agencies or organizations, especially local One-Stop partners, DVOPs and LVERs, and non-profit organizations. If a current veteran service provider resides in the target area and is not included in your plan, an explanation is required. Indicate what services will be provided by each organization.
7. **Statement of Capabilities:** This section should clearly demonstrate the organization's capability to conduct and administer the proposed project. At a minimum, this section should include:
  - a. A statement demonstrating the organization's overall capability in the management and operation of an employment and training project. Also, the ability to submit accurate and timely reports; and
  - b. A complete listing of proposed subcontractors, and their capabilities.
8. **Quarterly Performance and Enrollment Goals:** Complete Section D.
9. **Project Line-Item Budget:** Complete Section E.

## VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL

### Section D - Quarterly Performance and Enrollment Goals

The data entered in the following matrices should include participants proposed to be served by the VWIP, Local Match, and State Match funds. The data entered should account for all activities and should be presented cumulatively by quarter. The term "placement" means entry into unsubsidized employment, which may be full-time or part-time.

1. Performance Goals And Benchmarks	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Assessments				
Participants/Enrollments				
Employment Development Plans				
Job Placement Services				
Follow-up Services at 90 Days				
Terminations				
Placements				
Average Wage at Placement				
Placement Rate				
2. Core Training	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Occupational Skills Classroom Training				
On-the-Job Training				
Literacy and Bilingual Training				
Other Training (specify)				
3. Ancillary Services	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Counseling and/or Vocational Guidance				
Job Search Assistance				
Case Management				
Job Club				
Work Experience				
Tools/Fees/etc.				
Other (specify)				

## QUARTERLY PERFORMANCE AND ENROLLMENT GOALS (continued)

4. Enrollment Goals by Eligibility Groups (do not double count)	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Campaign Veterans				
Disabled Veterans				
Recently-Separated Veterans				
Veterans with Significant Barriers				
5. Enrollment Goals by Eligibility Subgroups (subgroups may overlap)	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
Youth Veterans (20-24 years of age)				
Economically Disadvantaged Veterans				
Welfare and/or Public Assistance Recipient Veterans				
Female Veterans				
Homeless Veterans				
African-American Veterans				
Hispanic Veterans				
Native American Veterans				
Other Minority Veterans				
6. Enrollment Goals by Fund Source	VWIP	Local Match	State Match	Total
Participants/Enrollments*				
Total Terminations*				
Total Placements*				
Core Training Enrollments**				
Ancillary Services***				
Campaign Veterans****				
Disabled Veterans****				
Recently-Separated Veterans****				
Veterans with Significant Barriers****				

\* Data entered should match data in Section 1.

\*\* Data entered should match data in Section 2.

\*\*\* Data entered should match data in Section 3.

\*\*\*\* Data entered should match data in Section 4.

# VETERANS' WORKFORCE INVESTMENT PROGRAM SOLICITATION FOR PROPOSAL

## Section E - Project Line Item Budget

1. Direct Cost for Applicants*				
Position Title(s)	Annual Salary/Wage Rate	Percent of Time Charged to Project	Proposed Administration Costs**	Proposed Program Costs
<b>Subtotal</b>				
			Administration	Program
Fringe Benefits for All Positions				
Contractual				
Travel				
Equipment				
Supplies				
Other Costs				
Indirect Costs (specify approved rate and cognizant agency)				
Total Costs				

\* Direct costs for all funded positions both applicant and sub-applicants(s) must be provided.

\*\* Administrative costs associated with the supervision and management of the program that does not directly or immediately affect participants.

## PROJECT LINE ITEM BUDGET (continued)

2. Detail List of Other Cost Category				
Description	Administration	Program		
Total Other***				
***Amounts should equal "Other Costs" in Section 1.				

  

3. JTPA Cost Category Project Line Item Budget				
JTPA Cost Category	VWIP	Local Match	State Match	Total Cost Category
Administration****				
Basic Readjustment Services (BRS)				
Retraining (R)				
Supportive Services (SS)				
Total				

  

4. Quarterly Expenditure Plan				
	1 <sup>st</sup> Qtr.	2 <sup>nd</sup> Qtr.	3 <sup>rd</sup> Qtr.	4 <sup>th</sup> Qtr.
VWIP				
Local Match				
State Match				
Total				

\*\*\* Total "Administration" should equal total "Administration" in Section 1.

\*\*\*\* BRS + R + SS should equal total "Program" in Section 1.

## **VETERANS' WORKFORCE INVESTMENT PROGRAM PLANNING CYCLE**

Solicitation for Proposals Release (includes web site)	6/16/00
SPF Submittal Deadline (5:00 p.m.)	7/14/00
Proposal Reviews	7/17/00-7/24/00
Appeals Submittal Deadline to EDD (10 Days from Disqualifying Notification)	
Award Announcements/Initial Funding	7/31/00
Contract Finalization	8/01/00